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Job details

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Please click on the link below to access the Supplemental Information Form:

http://file.lacounty.gov/dhr/ehr/cms1_212845.doc

Bulletin Number

34620BR

Type of Recruitment

Open Competitive Job Opportunity

Department

Fire

Position Title

HELICOPTER MECHANIC

Exam Number

37492J

Filing Type

Open Continuous

Filing Start Date

05/01/2014

Salary Type

Monthly

Salary Minimum

6589.44

Salary Maximum

6589.44

Position/Program Information

This position makes repairs on airframes, engines, and other components of helicopters owned and operated by the County of Los Angeles.

Essential Job Functions

Performs all aircraft maintenance procedures and repairs at heliport or at remote field locations. Utilizes special tools and procedures for riveting, electrical, painting and sheet metal aircraft maintenance. Maintains legible records that include aircraft logbooks, component records, and helicopter work orders and any other forms that may be required by the FAA, the aircraft manufacturer, and the Fire Department.

Requirements

Selection Requirements: Within the last five years; **Three years'** (full-time paid) experience in the repair and maintenance of turbine powered helicopters, including Bell 212's/412's, Sikorsky UH-60's/S-70A's, or similar twin

engine turbine-powered helicopters. **One year of the required experience must have been in:** a) Responsible charge of inspection repair and/or overhauls to return "certificated" helicopters to flight status in compliance with Federal Aviation Administration Regulations and manufacturer requirements **-or-** b) Responsible charge of inspection repair and/or overhauls to return "non-certificated" helicopters to flight status in compliance with manufacturer requirements in either a Department of Defense/U.S. Military or private contractor environment.

Physical Class

Physical Class III – Moderate: Includes standing or walking most of the time, with bending, stooping, squatting, twisting, and reaching; includes working on irregular surfaces, occasionally lifting objects weighting over 25 pounds, and frequent lifting of 10-25 pounds.

License(s) Required

A valid California Class "C" Driver License or the ability to utilize an alternative method of transportation when needed to carry out job-related essential functions.

Certificate(s) Required

A valid, current Airframe and Power Plant Mechanic's certificate issued by the Federal Aviation Administration.

Special Requirement Information

LICENSE/CERTIFICATE INFORMATION: On your application, be sure to give the title of your required license or certificate and its number, date issued, date of expiration and the name of the issuing agency as specified under License (s) Required/Certificate(s) Required. In addition, you **MUST** attach a copy of the required license or certificate to your application at the time of filing or within 15 calendar days of filing.
Applications submitted without the required evidence of licensure or certification will be considered incomplete.

Examination Content

This examination will consist of an interview weighted 100%. The interview will cover job preparation, technical knowledge areas, and

general abilities needed to perform the duties of the job.

Candidates must achieve a passing score of 70% or higher in order to be placed on the eligible register.

**Special
Information**

BACKGROUND CHECKS: Successful candidates will be required to complete a thorough background investigation, including a fingerprint search, prior to appointment. Candidates who are found to be unsuitable for employment as a Helicopter Mechanic may be removed from the certification list pursuant to Civil Service Rule 6.04.

Examples of disqualifying factors include but are not limited to:

- Any felony convictions
- Job related misdemeanor convictions
- Poor employment history
- Substance abuse
- Certain traffic convictions or patterns of traffic violations (e.g. 4 or more moving violations within the past two years, failure to appear; at fault accidents; suspended license; or driving under the influence)

**Vacancy
Information**

The resulting eligible register for this examination will be used to fill vacancies in the Los Angeles County Fire Department.

**Eligibility
Information**

The names of candidates receiving a passing grade on the examination will be added to the Eligible Register and will appear in the order of their score group for a period of twelve (12) months following the date of eligibility.

No person may compete in this examination more than once every twelve (12) months.

**Available Shift
Application and
Filing
Information**

Day

Applicants are required to submit a standard Los Angeles County Employment Application and Supplemental Information Form to be considered for this examination. Applications submitted without the required Supplemental Information Form will be considered

incomplete. Resumes may be uploaded as attachments but will not be accepted in lieu of applications.

The acceptance of your application depends on whether you clearly show that you meet the **SELECTION REQUIREMENTS**. Please fill out the application completely and correctly so that you will receive full credit for related experience and education. For each job held give the name and address of your employer, your job title, beginning and ending dates, the number of hours worked per week, description of work performed, your role, level of involvement, independence, size of organization, complexity, and level of accountability surrounding your experience, and salary earned. Failure to provide the complete information may impact assessment of your qualifications and acceptance into the examination process.

This examination will remain open until the needs of the service are met and is subject to closure without prior notice. Application filing may be suspended at any time without advance notice. We must receive your completed application and Supplemental Information Form by the last day of filing.

All information supplied by applicants is subject to verification.
Applications may be rejected at any stage during the selection process.

File using ONE of the methods below:

FILING ONLINE

To apply online, click the tab above or below this bulletin that reads "APPLY TO JOB" so you can track the status of your application online.

FILING BY U.S. MAIL OR IN PERSON

We must receive your completed application and Supplemental Information Form at the address below by 5:00 p.m., Pacific Time, on the last day of filing:

Los Angeles County Fire Department
Personnel Section
1320 N. Eastern Ave., Room 221
Los Angeles, CA 90063
(323) 838-2239

Monday through Friday
8:00 a.m. to 5:00 p.m., Pacific Standard Time

NOTE: Candidates must submit any required documents as attachments during application submission. If you are unable to attach required documents, you may fax the documents to (323) 869-0312 **within fifteen (15) calendar days of filing**. Please include your Name, the Exam Number, and the Exam Title on the faxed documents.

ADDITIONAL INFORMATION REGARDING ONLINE FILING:

SOCIAL SECURITY NUMBER:

All applicants **MUST** enter a valid social security number at the time of filing. Entering anything other than a valid social security (i.e. 000-00-0000, 111-11- 1111, etc.) will result in an automatic rejection of your application.

COMPUTER AND INTERNET ACCESS AT PUBLIC LIBRARIES:

For candidates who may not have regular access to a computer or the internet, applications can be completed on computers at public libraries throughout Los Angeles County by visiting

DHR.LACOUNTY.INFO

NO SHARING OF USER ID AND PASSWORD:

All applicants must file their application online using their **OWN** user ID and password. Using a family member or friend's user ID and password may erase a candidate's original application record.

**County of Los
Angeles
Information**

View details regarding Employment Eligibility Information, Social Security Act of 2004, Records of Convictions, Veterans Preference Credit, Los Angeles County Child Support Compliance Program, Americans with Disabilities Act of 1990 and the California Fair Employment and Housing Act by clicking on the link below:

[COUNTY OF LOS ANGELES BULLETIN INFORMATION](#)

OR

Visit <http://hr.lacounty.gov> to view the above information. Click on Job Info Center Tab, and then click on County of Los Angeles Bulletin Information link under Some helpful links section.

Equal Employment Opportunity: It is the policy of the County of Los Angeles to provide equal employment opportunity for all qualified persons, regardless of race, religion, sex, national origin, age, sexual orientation, or disability.

All positions are open to qualified men and women pursuant to the Americans with Disabilities Act of 1990 and the California Fair Employment and Housing Act.

The County will make reasonable accommodations.

**Department
Contact Name**

Joanna Enriquez

**Department
Contact Phone**

(323) 838-2243

**Department
Contact Email**

joanna.enriquez@fire.lacounty.gov

**ADA Coordinator
Phone**

(323) 838-2239

Teletype Phone

(800) 735-2929

**California Relay
Services Phone**

(800) 735-2922

Job Field

Engineering

Job Type

Service/Maintenance

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